

COUNTY MANAGER'S OFFICE

Statement of Purpose

Catawba County operates under a County Manager form of government adopted by the Board of Commissioners on March 1, 1937. The County Manager is charged with the responsibility for translating the policies and programs of the Board of Commissioners into action. The Manager is also responsible for coordinating, supervising, and recommending alternative solutions to growing problems and issues. As Chief Administrator of County government, he is responsible to the Board of Commissioners for administering all departments of County government under the Board's general control and to serve as liaison officer to the public and groups within the County and between the County, State, and Federal agencies.

Outcomes

1. Oversee the implementation and achievement of the Board of Commissioners Fiscal Year 2008/009 goals.
2. Effectively direct and supervise the administration of all County offices, departments, and agencies under the authority of the Board of Commissioners.
3. Provide a program of public information on important issues. Keep citizens abreast of matters which affect their daily lives through the use of various media outlets and public information programming.
4. Respond professionally and effectively to requests from Catawba County citizens for assistance or information related to the functions of county government.
5. Provide timely information to Board of Commissioners for planning and decision-making.
6. Prepare and administer a balanced budget for Fiscal Year 2010.
7. Participate actively in local, state and national organizations such as the North Carolina Association of County Commissioners, National Association of Counties, International City/County Management Association, and North Carolina City/County Management Association and local managers groups to strengthen intergovernmental relationships and share ideas.
8. Monitor legislation proposed by the North Carolina General Assembly and, where applicable, propose legislation that would be beneficial to Catawba County.

Each year, the Board of Commissioners conducts an evaluation with the County Manager that addresses their satisfaction with the performance of him and County staff. The evaluation refers to all of the outcomes listed and a satisfactory rating on that evaluation is evidence of achievement.

County Manager

Reinventing Department

Organization: 120050

	2006/07 Actual	2007/08 Current	2008/09 Requested	2008/09 Approved	Percent Change
Revenues					
Cable TV Reimbursement	\$0	\$28,000	\$28,000	\$28,000	0%
Miscellaneous	28,000	0	0	0	0%
General Fund	793,717	759,568	779,608	807,608	6%
Total	\$821,717	\$787,568	\$807,608	\$807,608	3%
Expenses					
Personal Services	\$758,919	\$749,818	\$764,858	\$764,858	2%
Supplies & Operations	62,798	37,750	42,750	42,750	13%
Capital	0	0	0	0	0%
Total	\$821,717	\$787,568	\$807,608	\$807,608	3%
Employees					
Permanent	8.00	8.00	8.00	8.00	0%
Hourly	0.00	0.00	0.00	0.00	0%
Total	8.00	8.00	8.00	8.00	0%

Fiscal Year 2006/07 Outcome Achievements

Total Outcomes	Achieved	Partially Achieved	Not Achieved	Success Rate
8	8	0	0	100%

Budget Highlights

The Catawba County Manager's Office is responsible for planning and implementing the directives of the Board of Commissioners, strategically managing the various County departments and developing an annual budget.

Performance Measurement

Fiscal Year 2008/09

Outcomes for the 2008/09 fiscal year focus on providing excellent customer service and fiscally sound public policy, administration, and programs to the citizens of Catawba County. The emphasis of the County Manager's Office continues to be on providing customer service to our internal and external customers, the Board of Commissioners and County Departments and to the general public. Outcomes are based upon the extent to which requests for information are responded to in a timely manner and that citizens are kept abreast of information pertinent to County government.

Fiscal Year 2007/08

The County Manager's Office is on track to achieve all 8 outcomes for the 2007/08 fiscal year. The County worked with the Schools, the Chamber of Commerce, and others to gain

overwhelming support of the local option ¼ cent sales tax in November. The proceeds from the ¼ cent tax will help support the Manager's outcomes for education and economic development.

The County Manager's Office is partnering with the three school systems, Champions of Education, CVCC and the HMHEC to increase the educational attainment level in Catawba County. Efforts include funding for continued implementation of FORESIGHT educational strategies, particularly school supplements, technology, a four-year building program and additional funds for current expense.

The Public Information Officer continues to work keep the public informed through news releases, radio addresses, the public information channel, RSS feeds and an electronic newsletter. Improvements have also been made to the County website to include the availability of audio and video podcasts.

Fiscal Year 2006/07

The County Managers' Office achieved all 8 outcomes in 2006/07. Successes included:

- State action to provide revenue options to Counties and to remove us from the Medicaid business by 2012 as a result of our intensive lobbying efforts along with other Counties and the NCACC.
- Implementation of 4 Board goals relating to working to diversify the County's economic base and providing employment opportunities for citizens; implementation of the FORESIGHT recommendations to sustain and expand the County's long-term economic growth; ensuring that development and infrastructure support the County's strategic growth plan; and developing a finance plan for school construction over the next four-year period.
- Providing a program of public information regarding issues pertinent to the formulation of sound public policy and matters that affect their daily lives resulting in 206 news releases.